



DEPARTMENT OF THE TREASURY  
FINANCIAL CRIMES ENFORCEMENT NETWORK

## VACANCY ANNOUNCEMENT

**VACANCY ANNOUNCEMENTNUMBER :** FINCN/03-010 KRH

**OPENING DATE :** 01/22/2003

**CLOSING DATE :** 02/11/2003

**POSITION :** Supervisory Intelligence Research Specialist

**SERIES AND GRADE :** GS-132-15 (FPL GS-15)

**NUMBER OF VACANCIES :** One

**SALARY RANGE :** \$94,914.00 - \$123,328.00 per annum

**ORGANIZATION :** Department of the Treasury  
Financial Crimes Enforcement Network (FinCEN)  
Office of Strategic Analysis

**DUTY STATION :** Vienna, Virginia

**APPLICATIONS WILL BE ACCEPTED FROM :** Present and former Federal employees with competitive status within the Washington DC commuting area.

**SUMMARY OF DUTIES:** This position is for the Chief, Strategic Data Analysis Section of the Office of Strategic Analysis in the Financial Crimes Enforcement Network (FinCEN). FinCEN is a bureau of the U.S. Department of the Treasury that supports law enforcement investigative efforts and provides U.S. policy makers with strategic analyses of money laundering developments, trends and patterns through implementation of the Bank Secrecy Act and other Treasury authorities. The Chief of the Strategic Data Analysis Section directs the activities of a staff of nine (9) Intelligence Research Specialists in analyzing Bank Secrecy Act data to identify, track and disseminate information on trends, patterns and systems used to move proceeds of crime domestically and internationally. The Section Chief directs the design, production and dissemination of reports, industry/technology vulnerability assessments, analytic publications, and other narrative and statistical analyses concerning emerging money laundering issues and methodologies. Participates in briefings and anti-money laundering educational outreach involving senior representatives of domestic and international law enforcement, regulatory and financial industry organizations.

**SUMMARY OF QUALIFICATION REQUIREMENTS:** Applicants must have one year of specialized experience equivalent to the next lower grade level. Specialized experience is experience that equipped the applicant with the particular knowledge, skills and abilities to perform successfully the duties of the position, and that is typically in or related to the work of the position to be filled.

**Other:** Applicants must have demonstrated in their work experience or training that they possess, or have the potential to develop, the quality of successful supervision.

**TIME-IN-GRADE REQUIREMENT:** Applicants must have 52 weeks of Federal service equivalent to the next lower grade level. Applicants must meet time-in-grade and qualification requirements within 60 days from the closing date of this announcement.

**APPLICANTS WILL BE EVALUATED AGAINST THE FOLLOWING CRITERIA:**

1. Expert knowledge in developing and employing methodologies used to detect trends and patterns related to criminal activity and new developments and methodologies used in money laundering. **(Applicants must describe their role in employing methodologies to detect trends and patterns and identify new trends related to money laundering.)**
2. Expertise in supervising or leading the preparation and coordination of in-depth, long-term, strategic analytical reports for internal and external dissemination to multiple agency representatives at an executive and/or field level and to members of the financial community. **(Applicants must describe the types of relevant reports that they have prepared, the audience to which disseminated, and, as applicable, their role in supervising, leading, or coordinating preparation of the reports.)**
3. Ability to provide technical and administrative supervision to a staff that performs complex analyses of money laundering activities. **(Applicants must describe their experience in providing a full array of technical and administrative supervision to staff engaged in money laundering or related activities.)**
4. Ability to communicate effectively concerning complex money laundering activities, orally and in writing, formal and informal, with all levels of personnel within and outside the agency. **(Applicants must describe their experience in written and oral communications concerning money laundering activities, specifying whether formal or informal, group or individual, internal or external, and the level of the audience.**
5. Ability to effectively promote Equal Employment Opportunity Programs.

**Veterans who are preference eligibles or who have been separated from the armed forces under honorable conditions after 3 years or more of continuous active service may apply.**

**CONDITIONS OF EMPLOYMENT AND OTHER REQUIREMENTS OF THIS VACANCY:**

**Background Investigation:** This position is a sensitive position and the tentative selectee must undergo and successfully complete a background investigation as a condition of placement/retention in the position.

**Drug Screening:** The position which may be filled under this announcement has been identified as a Testing Designated Position under the U.S. Customs Service, Drug-Free Workplace Program. Satisfactory completion of the drug test is a condition of placement and/or employment in the position and incumbents of this position are, thereafter, subject to Random Drug Screening.

**Supervisory/Managerial Probationary Period:** Selectee maybe required to serve a one-year probationary period upon appointment to this position. Completion of an appropriate supervisory training course during the probationary period is required.

**Tax Record Check:** Selectee is subject to the requirement of the U.S. Department of the Treasury to undergo a pre-appointment as well as annual income tax filing record check.

**Statement of Employment and Financial Interest is Required.**

**Other Information:**

Eligible CTAP/ICTAP employees within the commuting area who submit documentary evidence of eligibility (RIF notice or certificate of expected separation or other agency certification) and are found well qualified will receive selection priority as provided by regulations. In order to be determined well qualified, candidates must receive an excellent or good score when rated against each primary criterion.

Eligible displaced employees of the former Panama Canal Zone who submit documentary evidence of eligibility (a RIF separation notice) and are found well qualified will receive special selection priority to positions throughout the continental United States.

Eligible displaced employees of the District of Columbia Department of Corrections who submit documentary evidence of eligibility (a RIF separation notice) and are found qualified will receive selection priority to positions throughout the continental United States.

All candidates **MUST** be a citizen of the United States and present proof of citizenship, if selected.

Male applicants born after December 31, 1959, must certify that they have registered with the Selective Service System or are exempt from having to do so under Selective Service law, if selected.

**All Financial Crimes Enforcement Network employees are required to participate in Direct Deposit/Electronic Funds Transfer for salary payments.**

**No Relocation Expenses will be paid.**

**Financial Crimes Enforcement Network (FinCEN) employees MUST include the OF 612 "Optional Application for Federal Employment" or resume, address the evaluation criteria on plain bond paper to receive full consideration, and submit a copy of their current performance appraisal.**

**All other applicants MUST submit a copy of their most recent performance appraisal, the OF 612 "Optional Application for Federal Employment" or resume, address the evaluation criteria on plain bond paper to receive full consideration, and provide a copy of their most recent SF-50, Notification of Personnel Action.**

To obtain a copy of the OF 612 "Optional Application for Federal Employment", log on [www.usajobs.opm.gov/OF612.htm](http://www.usajobs.opm.gov/OF612.htm).

**SUBMIT APPLICATION MATERIALS TO:**

Application materials **MUST** be mailed to:

**Financial Crimes Enforcement Network  
Human Resources  
Vacancy Announcement: FINCN/03-010KRH  
P.O. Box 39  
Vienna, VA 22183-0039**

**For additional copies of this Vacancy Announcement, please call: 1-800-944-7725.**

**For additional information, please call Penny Jackson: (703) 905-3540. TDD (703) 905-3839.**

**NOTES:** All application materials **MUST** be sent to the mailing address shown. All materials and the envelope **MUST** include the vacancy announcement number. There may be delays in the receipt and processing of improperly addressed correspondence. FAX documents will not be accepted. Applications are not to be mailed in U.S. Government "For Official Use Only" postage and fees paid envelopes. Individuals submitting applications material using U.S. Government, "Official Use Only" postage and fees paid envelopes will not receive consideration under the vacancy announcement. Applications will

become part of the vacancy announcement case file and will not be returned to the applicant.  
Acknowledgment of receipt will be sent to all applicants.

The Financial Crimes Enforcement Network (FinCEN) provides reasonable accommodations to applicants with disabilities on a case-by-case basis. Applicants should notify the point of contact on this vacancy announcement if a reasonable accommodation is needed for any part of the application and hiring process.

**The Financial Crimes Enforcement Network (FinCEN) is an Equal Opportunity Employer. All candidates will be considered regardless of their race, color, religion, sex, national origin, age, sexual orientation, protected genetic information, status as a parent, lawful political affiliation, marital status, physical/mental disability (if not a job factor), membership or non-membership in an employee organization, or any other non-merit factor.**